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RITUAL

OF THE

Catholic Order of Foresters

E.

REVISED EDITION.

REVISED AND APPROVED BY THE HIGH COURT, 1902.

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LAWS RELATING TO THE RITUAL.

Article XLII, Section 3, Paragraph 399.

"Any member who shall by word of mouth or in writing, or in any manner whatever * * * * expose any of the secret or ritual work of the Order * * * * shall, upon conviction, be expelled from the Order."

Article V, Section 6, Paragraph 36.

" * * * And it (the High Court) shall make all rules and regulations which may be necessary and proper for carrying into effect the laws of the Order. * * * "

Article XXX, Rule 2, Paragraph 275.

"The manner and form of conduct prescribed in the ritual for observance by the members during the session of the Court shall be considered as rules of the Order and shall be strictly enforced by the Chief Ranger."

Article XXVIII, Section 7, Paragraph 269.

"Every Court shall hold its meetings in a hall furnished and arranged as described and illustrated in the ritual, and shall conduct the initiation and other ceremonies of the ritual in the manner and form approved by the High Court. * * * "

Article XXXII, Section 1, Paragraph 312.

" * * * He (the Chief Ranger) shall convene the officers of the Court from time to time * * * for the purpose of rehearsing and familiarizing the officers with their respective duties and with their parts in conducting the ceremonies of the ritual of the Order."

ABBREVIATIONS AND BADGE EMBLEMS.

S. D.—Spiritual Director.....A cross.
C. R.—Chief Ranger.....Two gavels, crossed.
V. C. R.—Vice Chief Ranger.....One gavel.
P. C. R.—Past Chief Ranger.....A star.
R. S.—Recording Secretary.....Two quills, crossed.
F. S.—Financial Secretary.....
A quill and a key, crossed.
T.—Treasurer.....Two keys, crossed.
Ts.—Trustees.....A safe or strong box.
S. C.—Senior Conductor
J. C.—Junior Conductor } .....Two staffs, crossed.
I. S.—Inside Sentinel,
O. S.—Outside Sentinel } .....Two swords, crossed.
I. O.—Installing Officer or Instituting Officer.

RITUAL

OF THE

Catholic Order of Foresters

"That which is worth doing at all,
is worth doing well."

IN GENERAL.

One of the first and continual cares of the Chief Ranger should be the preservation of the charm of the secret work of the Order, and the mastering of the ritualistic ceremonies. To that end he must carefully read and study every instruction in this book and memorize his parts of the ceremonies, and also urge his fellow-officers to do likewise, as is their duty.

The Chief Ranger, in compliance with the law of the Order (see Art. XXXII, Sec. 1, Par. 312), must arrange repeated meetings of the officers

for the purpose of studying and rehearsing the several ceremonies, especially the ceremony of initiation, until each officer has mastered his part to the smallest detail, and until the ceremonies as a whole can be performed smoothly, without a hitch.

The Deputy High Chief Ranger of the Court should be invited to attend these rehearsals and to lend his assistance; and several of the more competent members should be interested and urged to learn certain parts of the ceremonies so as to fit them to take the place of an absent officer at a Court meeting.

The meeting hall of the Court should be well appointed and thoroughly equipped, and must, in compliance with the law of the Order, be arranged, as nearly as possible, as described and illustrated on pages 7 and 8. It must be borne in mind that the meeting hall is the home of the Court, where the members meet in social and fraternal intercourse with each other and with the members of other Courts. Therefore this home—the meeting hall of the Court—should be as complete, attractive and comfortable as lies within the means of the Court.

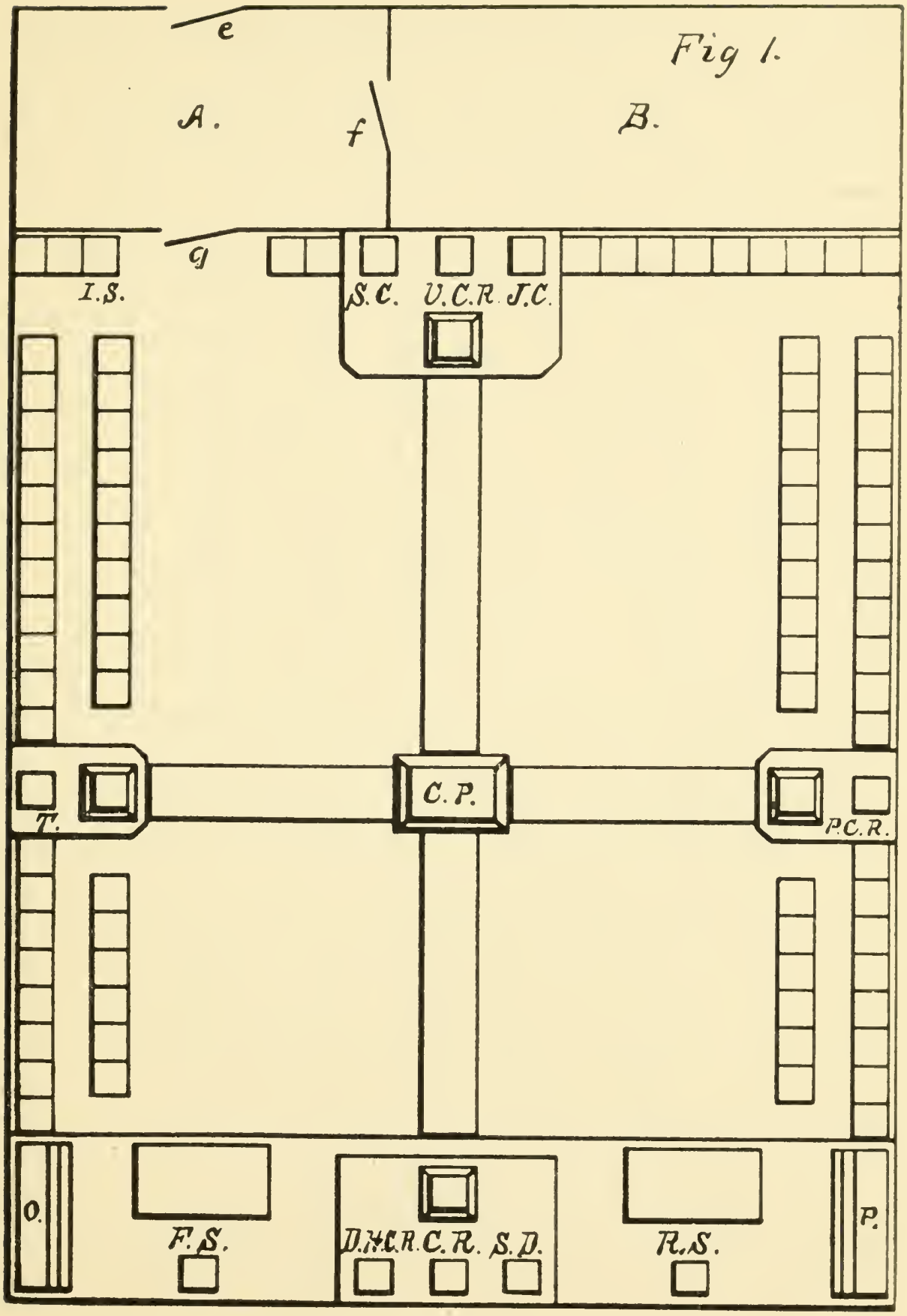
Fig 1.
e
A.
f
B.
g
I.S.
S.C.
U.C.R.
J.C.
C.P.
T.
P.C.R.
O.
F.S.
D.H.C.R.
C.R.
S.D.
R.S.
P.

Besides, a solemn and impressive ceremony of initiation cannot be conducted in an incomplete hall—in a hall devoid of officers' stations, pedestals and other requirements.

The arrangement of a hall as shown in Fig. 1 is a good one, there being two ante-rooms, an outer or general one, A, and an inner one, B,—e being the outer door, f the door connecting the two ante-rooms, and g the inner door leading into the hall. In any case, however, the ante-room should be situated conveniently near the hall, yet so effectually separated from it that candidates or other persons, when in the ante-room, cannot hear what may be said or done in the hall during the session of the Court. The ante-room should be furnished with a writing table and a number of chairs. The hall should be furnished with an organ or a piano placed at O or P, and a cross should be outlined on the floor, as shown, with narrow strips of carpet or other suitable material, the center pedestal C. P. resting on the cross.

The custody of the rituals is intrusted to the Chief Ranger, and he alone is empowered to permit an officer or a member to take one for the

purpose of studying it, and in such event he must obtain a receipt therefor from the officer or member. This applies to any special ritual approved by the High Court as well as the regular ritual of the Order. Officers or members intrusted with a ritual must guard it closely against inspection by persons not members of the Order (see Art. XLII, Sec. 3, Par. 399), and must return it to the Chief Ranger as soon as possible.

The High Chief Ranger alone is empowered by the laws of the Order to establish and issue the password, grip and signs, and he and the Deputy High Chief Rangers and Chief Rangers when acting in their official capacity are the only persons authorized to communicate the password, but Deputy High Chief Rangers and Chief Rangers are strictly forbidden to transmit or communicate the password in any manner except by word of mouth.

Officers, particularly, should make occasional visits to the meetings of sister Courts, especially to those that conduct all their affairs in good form, thereby acquiring knowledge beneficial to their own Court.

COURT MEETINGS.

The meetings of the Court must be called to order promptly at the appointed hour, and the Chief Ranger should have it understood with the Vice Chief Ranger that the latter shall proceed to open the meeting on time in case the Chief Ranger fails to be at hand.

The "Order of Business," prescribed in Art. XXIX of the laws, must invariably be followed, and the standing "Rules of Order," prescribed in Art. XXX, must govern the transaction of all business at Court meetings.

The Chief Ranger should, before the meeting, acquaint himself with the matters that will be submitted for consideration, so that he may have them well in hand and be prepared to give any information in reference thereto.

During the course of the meeting the Chief Ranger must preserve strict discipline and decorum, and insist that the members conform to all the regulations set forth in the Vice Chief Ranger's instructions to candidates—pages 43-49; and

he must not permit any violation to pass without calling the offender's attention to it, with the injunction that it must not be repeated.

The Financial Secretary should be at hand, before the meeting, in time to collect all assessments and dues that members may be prepared to pay. The Conductors, also, should be at hand in good season and make all necessary preparations for the meeting; and distribute the officers' badges to the respective stations and place the members' badges on the center pedestal.

The Sentinels, too, should be at the hall early, especially when there are candidates for initiation. They alternately must act as Inside and Outside Sentinel.

The Outside Sentinel must remain in the anteroom as long as the Chief Ranger deems it necessary, but always until the ceremony of initiation begins, if there is to be one. He must direct the members, especially visiting members, to the inner door, and, if there be two or more seeking admittance to the meeting, he must not allow crowding, but request them to go to the door in turn, and keep them four or five feet from the one who is applying for admission. In the case

of High Officials of the Order or Catholic Priests he should announce them to the Inside Sentinel.

When a visit is paid the Court by a member of the High or of a State or Provincial Court, or by a Deputy High Chief Ranger or a Chief Ranger or by a Catholic Priest, the visitor should be shown due respect and given a seat on the Chief Ranger's platform. If he arrives after the meeting has been opened he should be escorted into the hall by one of the Conductors or by a member delegated for that purpose by the Chief Ranger, and the members should be called upon to rise when the visitor enters. At "Good of the Order" the visitor should be introduced to the Court and called upon for an address. If there be more than one visitor present they should be recognized in the order of their rank.

INITIATIONS.

What has already been said in reference to memorizing and mastering the ceremonies applies more particularly to the ceremony of initiation. At his initiation the candidate receives his first introduction to the Court and Order, and the purpose of the ceremony is most natural, namely, to make a favorable first impression upon him on that occasion. If the ceremony is performed as it should be—intelligently and impressively—its full beauty and meaning will be brought out; and not only will the candidate be edified and elevated by the high and noble ideals of the Order, but the ceremony will be a means of continual instruction and attraction for the members of the Court.

To that end it is a prime requisite that the officers who perform the ceremony be able to render their parts from memory. Not even a passing success can be expected unless the several parts be spoken to the candidates, instead of being read from the book; and spoken from

the heart; spoken with feeling and conviction, and in a manner tending to best impress the minds of the candidates. A further requisite for an impressive, effective and attractive ceremony is the carrying out in a formal manner of all the incidentals and details—such as the marches, the music, the presentation of the candidates by the Conductor, etc.—else there will be no ceremony.

Every Court has sufficient talent amongst its membership to organize an initiation team, which, with a little painstaking, will be able to perform the ceremony in a satisfactory, effective and creditable manner.

An indispensable feature for an impressive performance of the initiation ceremony is the singing of the Initiation Ode. Whenever possible it should be sung in two, or better still, in four voices. Every member should be urged to take an interest in the singing, and the Ode should be practiced at Court meetings when there is no initiation. Those who cannot, or think they cannot, sing should nevertheless be provided with copies of the Ode, so that they may follow the singing and be tempted to participate. The singing should be accompanied with organ, piano or

violin, else much of the solemn effect will be lost. The Initiation Ode cards with music for two voices are supplied by the High Court Office.

The ceremony of initiation can be performed more effectively and satisfactorily with six or more candidates than with a less number.

Joint initiations by two or more Courts are recommended. They make it possible to have a larger number of candidates than can be secured by a single Court, and therefore a correspondingly better, more attractive and imposing ceremony; and they contribute towards developing amongst the members of different Courts that social and fraternal intercourse so very desirable.

When performing the ceremony of initiation the officers may—but only when tolerated by the Spiritual Director of the Court—be appropriately gowned, for the purpose of uniformity in dress. The gowns should be of dark material, preferably black, black calico or sateen being quite suitable. They may be either full or scapular gowns, and should have the insignia of the respective offices on the front, in maroon-colored fabric. The scapular gown is neat, simple and cheap, but the wearer must have on dark clothes. It consists of a plain,

single strip of goods, about twenty inches wide, which hangs from the shoulders down the front and back to within a few inches of the floor. It has an annular opening that fits snugly around the wearer's collar, and a flap opening on the left shoulder, which is held intact by means of three hooks and eyes, this latter opening being for convenience in putting on and taking off the gown, instead of slipping it over the head.

The least number of officers that should wear gowns is six—the Chief Ranger, the Vice Chief Ranger, the Past Chief Ranger, and the Senior, Junior and Assistant Conductors. For better effect the Treasurer, the two Secretaries, the two Sentinels and the two temporary Conductors may also be provided with gowns.

The ceremony of initiation must be conducted in the manner and form described in this book (see Art. XXVIII, Sec. 7, Par. 269), and the introduction of any foreign feature of whatever nature is, unless approved by the High Court, strictly forbidden.

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OPENING CEREMONY.

(For gavel signals see Sign, Grip and Signal Drill.)

Promptly at the appointed hour, or as soon thereafter as a quorum is present, the Chief Ranger (or in his absence the Vice Chief Ranger) must call the members to order by giving a series of raps with the gavel. As soon as there is sufficient silence for him to be heard, the Chief Ranger, standing, orders:

C. R. "The members will please come to order and the officers will take their respective stations."

(One rap.)

(The stations of the officers are shown in Fig. 1 page 7. The Outside Sentinel's place is in the anteroom.)

The Chief Ranger must then note whether any of the officers be absent, and if so, appoint temporary ones and bid them to take the respective stations.

(In making such appointments the Chief Ranger must select only members who thoroughly understand the duties of the offices they are to fill, and in case there be no such members present, he must instruct the appointees in their duties. This applies especially to temporary Conductors and Inside Sentinel, who should be acquainted with most, if not with all, the members of the Court.)

The Conductors must see to it that all are provided with badges and, if the attendance be small compared to the seating capacity of the hall, assign the members

to seats about equi-distant from each other, so that no parts of the hall will be crowded whilst others are deserted.

The Chief Ranger then orders:

C. R. "Inside Sentinel, lock the door and allow no one to enter and make no announcement until ordered to do so. Do you understand your duty?"

The Sentinel locks the door and answers:

I. S. "I do, Chief Ranger."

The Chief Ranger thereupon orders:

C. R. "Conductors, come forward."

The Conductors go to the center pedestal, salute the Chief Ranger with the sign and await his instructions.

The Chief Ranger then proceeds:

C. R. "Conductors, all the members of this Court* (excepting Brothers ....) are in good standing and are entitled to seats in this meeting, provided they have the grip and the password. You will now give me the grip and password and then examine every one in the hall. Do you understand your duties?"

* (The Chief Ranger must name those under suspension or who have recently been expelled or otherwise separated from the Court.)

The Conductors answer:

C's. "I do, Chief Ranger."

and then go to the Chief Ranger, exchange the grip with him and give him the password, and proceed to examine every person in the hall (Catholic Priests excepted), the Senior Conductor beginning at the left of the Chief Ranger and continuing along the left side of the hall, the Junior Conductor taking the opposite side.

If either Conductor find any one whom he does not know personally, though he have the grip and password, the Conductor must obtain his name and the name and number of his Court, and, before proceeding any further, report to the Chief Ranger thus:

C. "Chief Ranger, Brother ..... of this Court" or "Brother ..... of ..... Court No.....,"

as the case may be, and await the Chief Ranger's instructions.

If the person in question be a member in good standing of the Court, or if he be a visiting member known to the Chief Ranger to be in good standing in the Order, the Chief Ranger declares:

C. R. "Brother ..... is entitled to a seat in this meeting."

But if the person in question is not known to the Chief Ranger, the latter must first assure himself of such person's good standing in the Order before declaring him entitled to a seat.

(The Chief Ranger, in his discretion, may accept the assurance of any officer or member of the Order as to the good standing of a visitor, or he may accept the latter's receipt book, showing him to be paid up to date,

as evidence of the visitor's good standing in the Order. In case a delegation from a Court visits another Court either one of the officers of the visitors' Court or the leader of the delegation should be prepared to vouch for all the members of the delegation.)

If either Conductor find any one not in possession of either the grip or the password, the Conductor must request him to go to the Chief Ranger for instruction.

(The Chief Ranger must wait until the Conductors have examined all in the hall before instructing those not in possession of either the grip or the password, and must direct such applicants to form in single file to his left.)

After the Conductors have examined every one in the hall, they must, if there be any members waiting for instruction, go to the Chief Ranger's station, where one of the Conductors, standing to the left of the Chief Ranger, must detain each successive applicant four to five feet from the one the Chief Ranger is instructing, whilst the other Conductor, standing to the right of the Chief Ranger, examines each member after he has been instructed.

(It is imperative that the Chief Ranger must under no circumstances give either the grip or the password to any person whom he does not personally know to be a member in good standing of the Court; and he is empowered to give the grip and password to a visiting member *only* upon the presentation by such member of a valid traveling card or a written request for the grip and password from his Chief Ranger, such request being authenticated with the seal of his court and having been issued within thirty days.

A visiting Chief Ranger is empowered to give the grip and password to a member whom he knows to be in good standing in his Court.

Any person found not to be entitled to a seat in the meeting must retire from the hall before any further procedure.)

After the Conductors have examined every one in the hall and found them in possession of the grip and password, and to be otherwise qualified to be present, they proceed to the center pedestal, and after saluting, report —each in turn—thus:

C. "I have examined all on this side of the hall (*indicating the side with the hand*) and find them properly qualified and entitled to seats in this meeting."

The Chief Ranger thereupon orders:

C. R. "Resume your stations."

The Conductors salute and proceed to their stations, and the Chief Ranger requests:

C. R. "The Reverend Spiritual Director will please say the opening prayer."

(Two raps.)

If the Spiritual Director be absent the Chief Ranger must, in the same form, call upon either the Past Chief Ranger or the Vice Chief Ranger to say the prayer. (The opening and closing prayers, like the other parts of the ceremonies, should be memorized.)

OPENING PRAYER.

Come, Holy Ghost, fill the hearts of Thy faithful, and kindle in them the fire of Thy love. Send forth Thy Spirit, and they shall be created, and Thou shalt renew the face of the earth. O God, who hast taught the hearts of the faithful by the light of Thy Holy Spirit,

grant us, by the same Spirit, to have a right judgment in all things, and evermore to rejoice in His consolation, through Jesus Christ, our Lord.

R. Amen.

Our Father, etc. Hail Mary, etc.

Seat of Wisdom. R. Pray for us.

At the conclusion of the prayer the Chief Ranger gives three raps and formally opens the meeting, thus:

C. R. "Brothers, I declare that ..... Court No. ...., Catholic Order of Foresters, is now in session for the transaction of any and all business that may be brought before it in accordance with the laws, rules and regulations of the Order. Please bear in mind that we meet for our mutual benefit and for that of our families and dependents; let this be the key to all our acts. We also meet as Catholics; let this be the reason for conducting our deliberations in a manner becoming intelligent gentlemen."

In the case of a special meeting of the Court the following form is to be used:

C. R. "Brothers, I declare that ..... Court No. ...., Catholic Order of Foresters, is now in special session for the purpose of (*state the purpose or business for which the meeting was called*), in accordance with the laws, rules and regulations of the Order."

In the case of a joint special meeting of two or more Courts for the holding of a joint initiation, the following form is to be used by the presiding Chief Ranger:

C. R. "Brothers, I declare that ..... Court No. ...., and ..... Court No. ...., Catholic Order of Foresters, are now in special session for the purpose of holding a joint initiation, in accordance with the laws, rules and regulation of the Order."

(The Chief Ranger gives one rap and then orders:)

C. R. "Inside Sentinel, you may now, as well as later on, announce any member seeking admittance."

The Sentinel must obtain the name of any member in waiting and, if he be a visitor, the name and number of his court. He must also ask the applicant for the password and then make his announcement in one of the following forms, whichever will suit the case:

1. "Chief Ranger, brother ..... of this Court, with the password."

2. "Chief Ranger, brother ..... of this Court, without the password."

3. "Chief Ranger, brother ..... of ..... Court No. ...., with the password."

4. "Chief Ranger, brother ..... of ..... Court No. ...., without the password."

If, in the first and second cases, the member be in good standing in the Court, and if, in the third case, the visiting member is known to the Chief Ranger to be in good standing in the Order, the Chief Ranger orders:

C. R. "Admit him."

But if, in the third case, the visiting member is not known to the Chief Ranger, the latter must first assure himself of such member's good standing in the Order before ordering him admitted.

In the fourth case the Chief Ranger is empowered to order the admission of the visiting member *only* when the Chief Ranger of such member's Court is present and gives his consent, or if such member has either a valid traveling card or a written request for the grip and password from his Chief Ranger, such request being authenticated with the seal of his Court and having been issued within thirty days.

The Sentinel having been instructed by the Chief Ranger to admit a member in waiting, opens the door and, as the member enters, exchanges the grip with him.

If a member so admitted is without either the grip or the password, one of the Conductors must accompany him to the station of the Chief Ranger and, after the latter has instructed the member, take the grip and password from him.

If no members are seeking admittance, or when all in waiting have been disposed of as explained above, the Chief Ranger proceeds with the "Order of Business" as prescribed in Article XXIX of the laws of the Order.

If any member seeks admittance during the course of the meeting he must be treated in the same manner as explained above, but he should not be admitted, nor should the Sentinel announce him when it would disturb any of the business of the meeting.

To save time and annoyance when a large number of members seek admittance at the same time, the Inside Sentinel should step into the ante-room and obtain the required information from those in waiting and then return and announce all such members to the Chief Ranger.

At "Roll Call of Officers" the Senior Conductor must stand at the center pedestal and answer "present" or "absent" as the Recording Secretary calls the names, which should be called in the following order. S. D., C. R., V. C. R., P. C. R., R. S., F. S., T., Ts., S. C., J. C., I. S., and O. S.

(In calling the roll both the title and name of each officer must be called, for example: "Chief Ranger, Thos. H. Blank; Recording Secretary, Theo. B. Blank; Trustees, J. F. Blank, Phil. J. Blank, E. S. Blank.")

At "Roll Call of Members" each member answers "present" for himself when his name is called.

(In lieu of calling the names at roll call the members may write them on cards, which the Conductors must collect and hand to the Recording Secretary; or each member in turn may be bidden to rise and give his name, which the Recording Secretary must note.)

After the entire "Order of Business" has been gone through, or after the business of a special meeting has been transacted, a motion to "proceed to close the meeting" will be in order.

CLOSING CEREMONY.

A motion to "proceed to close" having prevailed, or there being no further business to transact, the Chief Ranger, standing, says:

C. R. "Brothers, we will proceed to close this meeting in regular form. The Conductors will please collect the badges."

The Conductors proceed to collect the badges (two shallow baskets or trays should be provided for that purpose), and the Chief Ranger continues:

C. R. "Financial Secretary, what are the receipts of the Court since the last regular meeting?"

The Financial Secretary reports in the following form, speaking slowly so as to enable the Recording Secretary and the Treasurer to write it down:

F. S. "The receipts are: Benefit fund, $....; Court fund, $....; Contingent fund, $....; Total, $...."

C. R. "Treasurer, will you receive and receipt for these moneys at the close of the meeting and credit them to the respective funds?"

The Treasurer must answer.

C. R. "Recording Secretary, have you kept a true record of the acts of this meeting? (*The Recording Secretary must answer.*) And have you noted the receipts of the Court as reported by the Financial Secretary?"

The Recording Secretary must answer.

As soon as the Conductors have finished collecting the badges, the Chief Ranger requests:

C. R. "The Reverend Spiritual Director will please say the closing prayer."

(Two raps.)

CLOSING PRAYER.

Under Thy protection we take refuse, O Holy Mother of God. Despise not our petitions in our necessities, but deliver us from all dangers, O ever glorious and blessed Virgin.

Our Father, etc. Hail Mary, etc.

May the souls of our departed brothers and of all the faithful departed, through the mercy of God, rest in peace. R. Amen.

At the conclusion of the prayer the Chief Ranger gives three raps and then formally closes the meeting thus:

C. R. "Brothers, the work of our meeting is performed. Let us part as we met—in a spirit of unity and brotherly love. Let all our acts at

all times be governed by the sublime precepts of our Order, and the world will learn that a good Catholic and a true Forester is the highest type of a citizen. *Do not fail to attend the next meeting, which will be held ....." (*give day and date, and call particular attention to any special feature of that meeting*).

The Chief Ranger then gives one rap and, making the sign of salute, says:

C. R. "Brothers, good night," or "good afternoon" (*as the case may be*).

The members, in acknowledgment, also make the sign and say in unison:

Members. "Chief Ranger, good night," or "good afternoon."

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* (This latter part is to be omitted in the case of a special meeting.)

INITIATION CEREMONY.

(Initiations may be held either at a regular meeting of the Court or at a special meeting called for that purpose, but must in the case of candidates for regular membership be held within thirty days after the High Medical Examiner's approval. Joint initiations can be held more satisfactorily at special meetings.)

(If there be any candidates—cardinals, bishops or priests—whom the laws of the Order exempt from undergoing the ceremony of initiation, they should, before the ceremony begins, be caused to sign the obligation of the Order and to pay the prescribed fees and dues, and then be invested with the regalia and introduced to the Court, unless they express the desire to go through the ceremony with the other candidates.)

PRELIMINARY.

As soon as the candidates arrive, they must be taken in charge by the Outside Sentinel, or by a member appointed for that purpose, who must care for their hats, overcoats and other superfluous garments; acquaint the candidates with each other and see to it that they are made comfortable. Members must not be allowed to remain with the candidates or engage them in conversation.

When "Initiation" in the "Order of Business" has been reached and the Recording Secretary has the High Medical Examiner's approval of the candidates that are in waiting for initiation (in case of candidates for honorary membership no such approval is required), the Chief Ranger orders:

C. R. "Financial Secretary, proceed to the ante-room and collect the prescribed fees and dues from the candidates and cause them to sign the obligation of the Order."

The Financial Secretary goes to the ante-room taking all necessary blanks and writing materials with him.

The initiating officers then proceed to invest themselves with their gowns, if such be in use, the badges, of course, are to be worn on the outer side of the gowns. The Chief Ranger appoints one assistant Conductor to serve with the regular Conductors and two temporary ones to occupy the regular Conductors' seats during the initiation.

The Chief Ranger then directs the removal from the pedestals and from the backs of the officers' chairs everything not belonging there, and the placing and arranging of all appurtenances in orderly and proper position.

The Conductors must distribute the Initiation Ode Cards; see to it that all members are provided with badges; and provide the Chief Ranger with a sufficient number of badges, proposition blanks and copies of the laws and by-laws for the candidates.

(It is a good plan to distribute amongst the other members those who are able to lead in the singing, instead of having all the good singers together.)

The Chief Ranger must then, so far as he deems it necessary, instruct the members as to their deportment during the ceremony. First call attention to the purpose of the ceremony and the consequent necessity for performing it in a dignified and impressive manner. Then request the members, if smoking is being indulged in, to refrain from doing so during the initiation, and insist that pipes and cigars be laid aside—not held in

the hand; also request that all remove their overcoats and lay aside their hats. Warn the members not to stare or smile at the candidates, or to give them even the slightest sign of recognition. Remind them to give close and respectful attention to the work in hand, especially to the instructions of the Vice Chief Ranger to the candidates. Instruct them also to render prompt obedience to the gavel signals (which should be explained), and, when rising from or taking their seats, to do it in as noiseless and orderly a manner as possible. Forbid them to cross the hall, leave their places or retire whilst the initiation is in progress; in a word, forbid them to do anything that would in the least lessen the impressiveness and solemnity of the ceremony. Urge all, even those who think they cannot sing, to join in the singing as best they can, and to pronounce the words as distinctly as possible so that the candidates may understand them and be impressed with the sentiments the Ode is intended to convey. Also call attention to the repetition of the second line of each stanza of the Ode; explain that the signal to begin singing is the command "March," which the Conductor will give to the candidates after the warning word "Forward;" and request that all begin promptly and in unison.

The Chief Ranger should also instruct the Inside Sentinel that during the initiation he may admit any properly qualified member whom he personally knows to be a member in good standing of the Court or of the Order, but only when it will not distract the candidates or disturb the ceremony, and direct such member to a nearby seat.

If the number of candidates be large, and therefore requiring considerable time for the collection of the fees and dues, the "Order of Business" should now be continued until the Financial Secretary is through.

When the Financial Secretary returns from the anteroom he proceeds to the center pedestal and reports in this form:

F. S. "Chief Ranger, I have collected the prescribed fees and dues from the candidates, and they have signed the obligation of the Order."

The Chief Ranger thereupon orders:

C. R. "The Conductors will proceed to the ante-room and prepare the candidates for initiation."

The three Conductors at once proceed to the ante-room and, pending their return with the candidates, the accompanist for the instruction of the members plays the initiation ode, which should be in slow, march time.

(The accompanist should be instructed that in case the candidates do not reach their positions by the time the singing is concluded he must continue to play either the ode or an appropriate interlude until one rap of the gavel is given by the Chief Ranger.)

(The Senior Conductor's part in the ceremony is a most important one, and he must undertake its performance with perfect confidence in himself and in a manner that will at once command the respect and attention of the candidates. He must give the instructions and directions in a dignified, clear and unmistakable manner. He must not allow the candidates to indulge in pleasantries or levity, and, if they persist, he must not hesitate to reprimand them and to inform them that the initiation they are about to undergo is not a frivolous but a very serious matter.)

As soon as the Conductors arrive in the ante-room, the Senior Conductor requests the candidates to rise and form in line as he calls their names. He then proceeds to call the names of the duly qualified candidates—those for honorary as well as those for regular membership—from a list furnished him by the Finan-

cial Secretary. The Junior and the Assistant Conductors then arrange the candidates in single file in the order of their height, the shortest one at the forward end of the file; and, if not already done, request and assist the candidates to lay aside their hats, overcoats and other superfluous garments, all of which must be cared for by the Outside Sentinel or by a member appointed for that purpose. The Junior Conductor then assumes position at the forward end of the file and the Assistant Conductor at the rear end.

The Senior Conductor must then instruct the candidates in about the following form, speaking slowly and in a conversational tone:

S. C. "Candidates, please give me your attention. During the course of the initiation ceremony you will be given various commands which I will now explain, and which you must endeavor to execute promptly and properly. When I command 'Forward-March' you must start out with the left foot at the word 'March,' thus (*exemplifying*), and while marching keep step to the music and maintain a uniform space of at least eighteen inches between each other. At the command 'Candidates, halt,' you must come to rest promptly at the word 'Halt' and remain in your positions until I give the command 'Left face,' which is executed by turning to the left, thus (*exemplifying*). Before resuming the march I will give the command 'Right face,' which is

executed by turning to the right, thus (*exemplifying*). You will also be asked several questions, which you must answer by responding, 'I do,' 'I am,' 'I did' or 'I will,' as the questions may indicate; you must not answer 'yes, sir,' or 'no, sir'; please remember this; and when making the answers and repeating the Obligation of the Order you must speak distinctly, moderately loud and in unison with each other. Pay close and respectful attention to everything that is said and done, and conduct yourselves as Catholic gentlemen throughout the ceremony."

The Senior Conductor, having assured himself that all preparations in the hall are completed, then proceeds to the inner door and announces himself with candidates to the Inside Sentinel.

(During the ceremony the Senior Conductor has entire charge of the floor; he directs the marches and acts as commandant.)

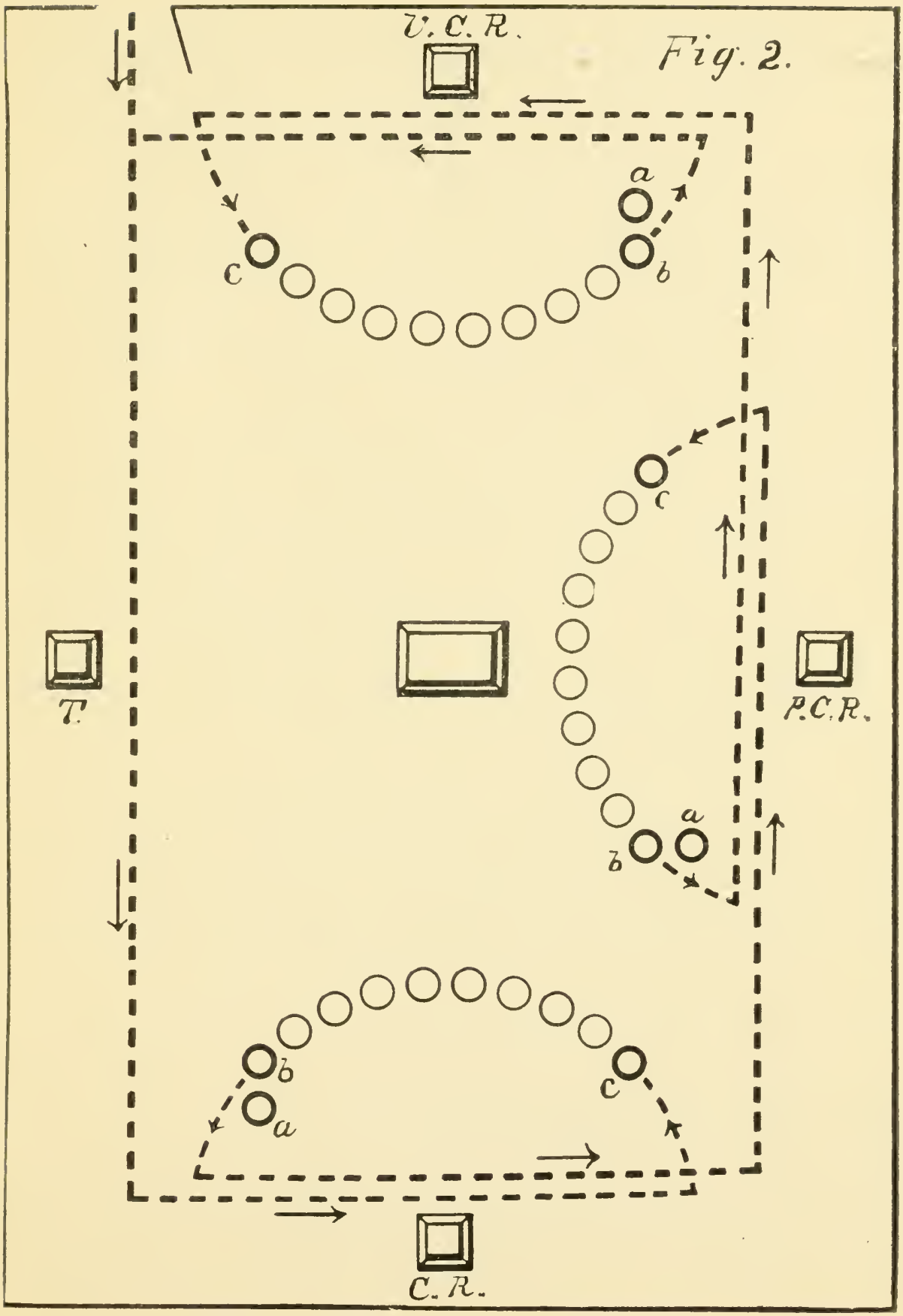
THE CEREMONY.

The Inside Sentinel announces:

I. S. "Chief Ranger, the Senior Conductor with candidates seeks admittance."

The Chief Ranger gives three raps and then orders:

C. R. "Admit the Senior Conductor with candidates."


V.C.R.
Fig. 2.
a
b
c
c
a
b
T.
P.C.R.
b
a
c
C.R.

The singing of the first stanza of the Initiation Ode is at once begun and the Sentinel opens the door.

The Senior Conductor commands:

S. C. "Candidates, forward—march."

The Junior Conductor, under the direction of the Senior Conductor, leads the candidates to the station of the Chief Ranger over the line of march shown in the diagram, Fig. 2, by broken lines, the direction of the march being indicated by the arrows.

(At this station, and at each succeeding one, the candidates' resting positions should be twelve to fifteen feet from the respective officer, and in the form of a semi-circle, as shown in the diagram, wherein the positions of eight candidates are indicated by light circles; the heavy circles, a, b, and c, showing the positions of the Senior, Junior and Assistant Conductors, respectively. In case the number of candidates be very large, it may be necessary to place them so as to form three sides of a hollow square.)

The Senior Conductor must take up a position from which he can observe the progress of both the front and rear ends of the file of candidates, and as soon as the latter have reached the positions forming a symmetrical semi-circle in front of the Chief Ranger he commands:

S. C. "Candidates, halt."

He then awaits the conclusion of the singing if the latter has not already been reached.

(The speed at which the candidates should be marched must be regulated in accordance with the size of the hall and the number of candidates, so that the completion of the march and the singing will, as nearly as possible, coincide.)

In case the candidates have not reached their resting positions when the singing of the stanza is concluded, the accompanist must continue to play either the Ode or an appropriate interlude.

As soon as the singing is concluded and the candidates have been halted, the Chief Ranger gives one rap. The members take their seats, but the Chief Ranger remains standing.

The Senior Conductor commands:

S. C. "Candidates, left face."

After seeing to it that the candidates are in orderly position, and standing about midway between the candidates and the Chief Ranger, he salutes the latter and introduces the candidates thus:

S. C. "Chief Ranger, I present candidates for initiation into the Catholic Order of Foresters."

The Chief Ranger inquires:

C. R. "What assurance have you that they are worthy of membership in our Order?"

The Senior Conductor responds:

S. C. "They have been recommended by two of our members *(by the Organizer), have been duly elected to membership and have otherwise qualified as required by the laws of the Order."

* (Used at the institution of a Court.)

The Senior Conductor then salutes and assumes position at the side of the Junior Conductor, as indicated at *a*, in the diagram.

The Chief Ranger then proceeds to question the candidates, speaking slowly and distinctly, thus:

C. R. "Candidates, do you say that you desire to be initiated into the Catholic Order of Foresters?"

The candidates must answer, and if they fail to respond promptly the Chief Ranger must request them to answer.

The Chief Ranger then continues, giving ample time for the candidates to answer after each question:

C. R. "Are you—each individual one—a practical Roman Catholic?"

C. R. "Are you now over eighteen and under forty-five years of age?"

C. R. "Will you always be temperate in your habits and gentlemanly in your conduct?"

C. R. "Will you practice the principles of our Order with your brother members to the very best of your ability?"

C. R. "Will you do all in your power to protect the Order and its members from defamation?"

C. R. "Are you now prepared to take the binding obligation of the Catholic Order of Foresters?"

The Chief Ranger, turning towards the Senior Conductor, then orders:

C. R. "Senior Conductor, present the candidates to the Past Chief Ranger, who will administer the obligation of the Order."

The Senior Conductor steps forward to about midway between the candidates and the Chief Ranger's station and commands:

S. C. "Candidates, right face."

The Chief Ranger gives three raps, the members rise and then the Senior Conductor commands:

S. C. "Forward,—march."

At the latter word of command the singing of the second stanza of the Ode begins.

The Junior Conductor leads the file of candidates over the line of march, shown in the diagram, to the station of the Past Chief Ranger.

(In case of a narrow hall where there is insufficient space between the Past Chief Ranger's station and the center pedestal the Senior Conductor must remove the latter and afterwards replace it.)

(The Past Chief Ranger and the Vice Chief Ranger remain standing after the completion of the singing when the candidates are at their stations.)

The candidates having reached their positions in front of the Past Chief Ranger's station, and the singing being concluded and the members seated, the Senior Conductor proceeds as before and then introduces the candidates thus:

S. C. "Past Chief Ranger, I present candidates who desire to take the Obligation of the Catholic Order of Foresters."

The Past Chief Ranger then proceeds, slowly and impressively, thus:

P. C. R. "Candidates, the obligation which you are required to take is a comprehensive one. In taking it, however, you will not assume anything in conflict with your duty to church, country, home or loved ones, but you will be bound to render strict obedience to the laws of our Order, both in letter and in spirit. With this understanding are you willing to take the obligation?"

If the candidates fail to respond promptly they must be requested to answer, and having answered, the Past Chief Ranger proceeds:

P. C. R. "Then raise your right hands (*exemplifying with the hand open and fingers together*) and repeat after me."

The Chief Ranger gives three raps and, when the members have risen and all is orderly, the Past Chief

Ranger, holding his own right hand in a raised position and speaking slowly, distinctly and impressively, administers the following obligation, division by division, giving the candidates ample time to repeat after him:

OBLIGATION.

"I solemnly promise | that I will respect and uphold | the constitution and laws | of the Catholic Order of Foresters, | and obey all commands | of the High Court, | of the State (Provincial) Court, | and of the subordinate Court | of which I am a member, | provided such commands | do not conflict | with my civil liberty | or the teachings of the Roman Catholic Church; | that I will never use for any purpose | or communicate to any person, | except as prescribed in the ritual | and the laws, rules and regulations, | any of the signs, | grips, | passwords | or business affairs of the Order; | that I will not defraud or wrong | any member or department of the Order, | or suffer it to be done by others | if in my power to prevent; | that I will not tolerate | anything of a political nature | at any meeting of the Order; | that I will not disparage | any member | because of his nationality, | color or race; | that I will assist | a member or his family, | when in

distress, | so far as charity requires | and my circumstances permit; | and that I will do all in my power | to promote the best interests and welfare | of my Court and of the Order. | And I further promise | that should I violate, | in letter or in spirit, | any part of this obligation, | or the form subscribed by me, | I hereby agree | to be expelled, | and should I be expelled | or leave the Order | I will consider | this obligation | still binding. | To all of which | I pledge my word of honor | as a man and a Catholic."

At the conclusion of the obligation the Chief Ranger gives one rap and, when the members have taken their seats, the Past Chief Ranger continues:

P. C. R. "By this pledge you are bound to us and have assumed the duties of membership, and you are now entitled to instruction in the secret and other work of our Order."

Addressing himself to the Senior Conductor, the Past Chief Ranger then orders:

P. C. R. "Senior Conductor, present the candidates to the Vice Chief Ranger, who will give them all necessary instructions."

The Senior Conductor proceeds as before; the Chief Ranger gives three raps; the members rise and at the

command "March," the singing of the third stanza of the Ode is begun.

Arrived at the Vice Chief Ranger's station, and when all is ready, the Senior Conductor introduces the candidates thus:

S. C. "Vice Chief Ranger, I present candidates who are entitled to instruction."

The Vice Chief Ranger then proceeds to give the following instructions in a slow, conversational and explanatory style, exercising every care to be clearly understood by the candidates:

INSTRUCTIONS.

V. C. R. "Candidates, I will ask you to pay close attention to my instructions, because the knowledge they impart is indispensable to you as members of the Catholic Order of Foresters.

"This branch of our Order is (*will be) known as ..... Court, No. ...."

(In case of a joint initiation the Vice Chief Ranger must give the names and numbers of the several Courts having candidates initiated, using this form:

"The respective branches of our Order of which you will be members are known as——";

And at the institution of a court he must use the phrase indicated by the star.)

"Being a fraternal society the members of the Order address each other 'brother'."

"The Order has signs, a grip and a password, which are to be used only as I will explain, and which you must never disclose to any one—not even to a member of the Order—except when you are acting in the capacity of a duly authorized officer."

"The sign of salute is made by placing the right hand—thumb and other fingers extended but held together—over the heart (*exemplifying*) and bowing the head—not the body—slightly. (*Exemplify and then request:*) 'Candidates, make the sign of salute.' (*When all have made it properly, continue:*) I will explain the uses of this sign later.

"The sign of recognition is made by (*explain and exemplify sign, and then bid the candidates to make it.*) The countersign is the answer to the sign of recognition, and is made by (*explain and exemplify countersign, and bid the candidates repeat it.*) Should you happen to be in a company of men and wish to know without inquiring whether any of them be a Forester you

may employ this sign of recognition (*exemplifying*), making it so deftly as not to attract the attention of any one not a member of the Order. If a Forester be amongst them he will notice this sign and answer it with the countersign (*exemplifying*).

"The grip is given and returned in this wise (*explain and exemplify the grip with the aid of the Senior Conductor, who must step up to the Vice Chief Ranger for that purpose, and then bid the Conductors to exchange the grip with the candidates*). The grip should always be exchanged when greeting a brother member, and it must be exchanged with certain officers at the meeting of a Court, as I will explain later.

"The password will be given you by the Chief Ranger.

"We also have gavel signals (*taking up the gavel*) employed by the Chief Ranger when presiding at the meetings of the Court. One rap (*exemplifying*) is the signal for order—silence—and for the members to take their seats; and it is also used by way of confirming the result of a vote as declared by the 'chair' or a ruling made

by him. Two raps (*exemplifying*) is the signal for all to kneel. Three raps (*exemplifying*) the signal for all to rise to their feet; and a series of raps is used for calling the meeting to order.

"When, at the opening of a Court meeting, the Conductor approaches you, you must rise in your place, exchange the grip with him and give him the password in a whisper. If you have forgotten either of them you must go to the Chief Ranger for instruction, after which you must give the grip and password to the Conductor before taking a seat. If you are not personally known to the Conductor, though having the grip and password, you must give him your name and, if you be a visiting member, also the name and number of your Court, and then remain standing until the Chief Ranger declares you entitled to a seat in the meeting.

"If you arrive after the meeting has been opened you will give three raps (*exemplifying with the closed hand*) on the inner door—the one leading into the hall. When the Inside Sentinel opens the wicket you must give him your name and, if you be a visiting member, also the name and number of your Court. You must also give

him the password when he asks for it. When the Sentinel admits you, you must exchange the grip with him, and then pass up the middle of the hall to the center pedestal (*pointing to it*), where you must salute the Chief Ranger with the sign (*exemplifying*). If he be engaged you may turn towards this station and salute the Vice Chief Ranger. After you have been recognized with a return of the salute and have invested yourself with a badge, which you will find on the center pedestal, you may take a seat on either side of the hall. If you have not the password, the Chief Ranger, after having been assured of your good standing, will order you admitted. When the Sentinel opens the door you will proceed in the same manner, but after you have saluted and invested yourself with a badge you go to the Chief Ranger for instruction and then give the grip and password to the Conductor before taking a seat."

"If you have not the grip or password and desire to attend a meeting of a Court other than your own, and at which the Chief Ranger of your Court is not present, you must have either a valid traveling card or a written request for the grip and password from the Chief Ranger of your

Court, such request being under seal of your Court and having been issued within thirty days.

"From this explanation, candidates, it must be clear to you—and it is imperative—that you are not entitled and cannot be permitted to be present at any meeting of any Court, unless you have the grip and the password, and unless you are known to be members in good standing in the Order. Bear this well in mind.

"Now, a few words as to your conduct during the meeting of a Court. Should you wish to obtain the floor for any purpose whatever you must first rise in your place and, addressing yourself to the presiding officer, say 'Chief Ranger.' When he has recognized you, you may proceed, but not before. Should you desire to change your place, cross the hall or retire from the meeting, you must first obtain permission, and then go to the center pedestal (*pointing to it*) and salute the Chief Ranger, or, if he be engaged, the Vice Chief Ranger, and then pass on. In crossing the hall always do it between this station and the center pedestal.

"At the close of the Court meeting the Chief Ranger gives one rap with the gavel (*exempli-*

fying), and then making the sign of salute, says: 'Brothers, good night,' or 'good afternoon,' as the case may be. The members in acknowledgement also make the sign and say in unison: 'Chief Ranger, good night,' or 'good afternoon.'

"You will now be conducted to the station of the Chief Ranger, where you will hear the lesson of our Order and receive the password and further instructions."

Turning towards the Senior Conductor, the Vice Chief Ranger then orders:

V. C. R. "Senior Conductor, present the candidates to the Chief Ranger."

The Senior Conductor proceeds as before, the candidates being led over the same line of march as at first to the Chief Ranger's station—and the fourth and last stanza of the Ode is sung.

Arrived at the Chief Ranger's station, the Senior Conductor introduces the candidates thus:

S. C. "Chief Ranger, I present candidates who have taken the obligation of the Order and have been instructed by the Vice Chief Ranger."

The Chief Ranger then delivers the following, with feeling and conviction and to the very best of his ability:

LESSON.

C. R. "Candidates, I have a few words to say touching upon the fundamental structure of the Catholic Order of Foresters.

"Our Order is founded upon three cardinal principles—principles that tend to educate and to elevate, and to make us better members of society, of the church and of the state. These principles are: Friendship, Unity and true Christian Charity.

"Friendship, a flower that blooms in all climes and in all ages. It is—as the rivers, the strands of the seas or the air we breathe—common to all mankind. It is a principle that you should practice at all times and under all circumstances; and you should cultivate, both by intercourse and association, the friendship of the members of this Order, whom you ask to be your brothers. We will be your brothers. Having assumed the selfsame obligation that you have taken, we stand ready to aid and protect you, so long as you wear your armor in the cause of right and live amongst us true and faithful Catholic Foresters.

"Unity, the second principle, teaches us that alone man is weak, united he is strong; a truth that the philosopher of old exemplified so strikingly when he gathered a handful of frail sticks and bound them together to unite their strength. Alone we are weak, and can do but little or nothing towards the care of our dependents for that inevitable time when we shall no longer be with them. But associated in a bond of fraternal union we are strong and can provide plentifully for their future support and happiness. You are called upon to lend strength to this potent principle by inviting into our Order all eligible Catholic men, to the end that the greatest good may come to the largest number.

"The third principle, Christian Charity, is that principle which inspires in our hearts and minds those of Friendship and Unity, and which incites us to do unto others as we would have them do unto us. Life, my friends, has its sunshine and its shadows; its days and its nights; its seasons of joy and its hours of sorrow, and in this eventful drama each and every man plays a part. And so in our Order. Every member is called upon to do his share towards making the world better and brighter; towards bringing sun-

shine and gladness to hearts in gloom, and towards dispelling the clouds that at times gather about and darken the life of a brother member. Cultivate the practice of this sublime principle and virtue by casting from your hearts every grudge, by banishing every unkind thought and by laying aside every personal prejudice.

"Let the Golden Rule be your motto. Let the sun of charity that rises at home, always set abroad. Help to propagate and extend the benevolent work in which we are engaged. Lastly, let no act of yours ever tarnish the fair name of our Order, but let your lives at all times be above reproach. Be faithful in your duty to your God, to your family and to your fellow-man; and consider that, when at last your earthly mission is ended, all the noble and generous deeds which you performed will serve as golden keys to open for you the gates of eternal happiness.

"These, my friends, are the sublime teachings of our Order, and these point out the rule of conduct we would have you follow as members of the Catholic Order of Foresters."

The Chief Ranger then gives the following instructions, in a conversational tone:

C. R. "Now, a few words of instruction. Only members in good standing in the Order are entitled to the password, and they can obtain it *only* from the Chief Ranger of their Court or from the acting Chief Ranger at a meeting of their Court. Visiting members may, however, obtain the password upon presenting either a valid Traveling Card or a written request from the Chief Ranger of their Court, as already explained more fully by the Vice Chief Ranger.

"I will now give you the password and invest you with the regalia of the Order."

The Senior Conductor commands:

S. C. "Candidates, right face, march!"

The Junior Conductor slowly leads the candidates past and close to the Chief Ranger's station, over the line of march shown in the diagram, Fig. 2, slackening his pace so as not to cause an undue gap between the candidate the Chief Ranger is instructing and the one immediately ahead of him, and continuing the march until all are again formed in a semi-circle. The Senior Conductor must detain each successive candidate four to five feet from the one the Chief Ranger is instructing; and the Assistant Conductor must stand at the right of the Chief Ranger and hand him the badges—one by one—for the candidates.

(The Chief Ranger should stand on the lowest step of the platform and at the right side of the pedestal, and should not exchange the grip or grasp the hand of

the candidate when giving him the password. After giving the password he must affix the badge to the left breast of the candidate.)

(In the case of a large number of candidates the accompanist should play an appropriate interlude during the giving of the password.)

After all have received the password and have reached their former positions in the semi-circle, the Senior Conductor commands:

S. C. "Halt! Left face!"

The Chief Ranger then continues:

C. R. "You must keep the password a close secret, as you promised, and never communicate it to any person or to any member of the Order, excepting the Presiding Officer, Conductor and Inside Sentinel in their official capacity at a session of a Court or a convention of the Order; and you must always speak it in a whisper. The Conductors will now take the password to assure me that you are in possession of it."

The Junior and Assistant Conductors, each beginning at his end of the file, then proceed to examine the candidates, and, if there be a large number, the Senior Conductor assists, taking the middle one-third.

(The Conductors should not exchange the grip or grasp the hands of the candidates when taking the password.)

If any candidate has forgotten the password the Conductor must request him to step up to the Chief Ranger for instruction.

The Conductors finding all in possession of the password, report to the Chief Ranger—each in turn—thus:

C's. "All I have examined are in possession of the password."

The Chief Ranger then continues:

C. R. "The badge you are wearing is the regalia of our Order. It has upon it a cross and a deer, the emblem of the Catholic Order of Foresters.

"Now a few words and we are done. You must be punctual in the payment of your assessments and dues. The High Court calls a monthly benefit assessment, which is due and payable by all regular members on the first day of the month for which it is called, and it must be paid to the Financial Secretary not later than on the last day of the same month, under penalty of suspension. The Monthly dues must likewise be paid within the same time.

"The regular meetings of *this Court are held on the —— (*give day of week*) of each month

* (At a joint initiation give time and place of the meetings of the several Courts having candidates initiated.)

(*give place of meetings*), and you should endeavor to attend each and every one of them, and you are obliged to attend at least one regular meeting in each quarter, under penalty of a fine.

"You will each be given copies of the laws of the Order and of the by-laws of the Court, which I urge you to peruse diligently, so as to become conversant with the laws, rules and regulations and with your duties of membership.

"You will also be given some proposition blanks, and I trust that each of you will earnestly endeavor to file at least one of them—properly filled out and accompanied with the required fee—proposing a good man for membership, thereby manifesting your interest in the organization of which you now are members."

The Chief Ranger then bids the Conductors to hand each candidate copies of the laws and by-laws and several proposition blanks, which the Conductors must proceed to do.

The Chief Ranger then gives three raps and formally introduces the new members to the Court, thus:

C. R. "Brothers of ..... Court No. ...., I take much pleasure in presenting to you these new brothers, who are now full members of this Court and of the Order."

The members applaud and then the Chief Ranger declares a short recess during which the Conductors should introduce the new members individually to all present.

After sufficient time has been given for introductions, congratulations, etc., the Chief Ranger again calls the meeting to order and continues with the "Order of Business."

SIGN, GRIP AND SIGNAL DRILL.

(This drill must be gone through at "Good of the Order" at least once in every three months if there are no initiations.)

The Chief Ranger gives three raps and then proceeds thus:

C. R. "Vice Chief Ranger, what is the sign of salute and how is it made?"

The Vice Chief Ranger answers, explaining and exemplifying the sign, thus:

V. C. R. "The sign of salute is a declaration of loyalty and submission to the established authorities of the Order. It is made by placing the right hand—thumb and other fingers extended but held together—over the heart (*exemplifying*) and bowing the head—not the body—slightly" (*exemplifying*).

The Chief Ranger then bids the members:

C. R. "Brothers, make the sign of salute."

When all the members have made the sign properly he continues:

C. R. "Vice Chief Ranger, what is the sign of recognition, and how is it made?"

V. C. R. "The sign of recognition is a means of ascertaining, without inquiry, whether a person be a member of the Order. It is made by" (*explain and exemplify sign*).

C. R. "Brothers, make the sign of recognition."

C. R. "Vice Chief Ranger, what is the countersign, and how is it made?"

V. C. R. "The countersign is the answer to the sign of recognition. It is made by" (*explain and exemplify countersign*).

C. R. "Brothers, make the countersign."

C. R. "Vice Chief Ranger, what is the grip, and how is it given and returned?"

V. C. R. "The grip is a manner of expressing fraternal friendship with each other, and is also a means of identification. It is given and re-

turned in this wise—" (*explain and exemplify the grip with the aid of the Junior Conductor*).

C. R. "Brothers, exchange the grip with each other."

The members, remaining in their places, exchange the grip with each other.

C. R. "Vice Chief Ranger, what is the gavel and what are its uses?"

V. C. R. "The gavel is the symbol of the authority of the Chief Ranger and is employed by him in the conduct of the meetings of the Court. One rap (*exemplifying*) is the signal for order—silence—and for the members to take their seats; and it is also used by way of confirming the result of a vote as declared by the 'chair' or a ruling made by him. Two raps (*exemplifying*) is the signal for all to kneel. Three raps (*exemplifying*) the signal for all to rise to their feet; and a series of raps is used for calling the meeting to order."

The Chief Ranger then gives one rap.

NEW PASS WORD.

At the first regular meeting of the Court after a new password has been received by the Chief Ranger, and at the meeting at which the annual installation of officers takes place, the Chief Ranger must, at "Good of the Order," give the new password, proceeding as follows:

C. R. "Brothers, I will now give the new password to all entitled to the same. Senior Conductor, come forward, receive the password and take the same from the members after I have instructed them. The members will please form in single file to my left."

The Chief Ranger gives three raps, and the members rise and proceed to form in line. The Senior Conductor steps up to the Chief Ranger and receives the password and then assumes position to the right of the Chief Ranger and examines each member after being instructed by the Chief Ranger. The Junior Conductor must detain each successive member four to five feet from the one the Chief Ranger is instructing.

(The Chief Ranger is imperatively forbidden to give the password to any member whom he does not personally know to be in good standing in the Court, but he is empowered to give the password to a visiting member upon presentation by such member of either a valid traveling card or a written request from the Chief Ranger of such member's Court, such request being authenticated with the seal of the member's Court and having been issued within thirty days.)

When all have been instructed in the new password and have returned to their places, the Chief Ranger continues:

C. R. "Brothers, I must remind you that too much care cannot be exercised in the use of the password. You must keep it a close secret and never communicate it to any person or to any member of the Order, excepting the Presiding officer, Conductor or Inside Sentinel in their official capacity at a meeting of a Court and a convention of the Order."

The Chief Ranger then gives one rap.

NEW GRIP.

At the first regular meeting of the Court after a new grip has been received, the Chief Ranger, at "Good of the Order," proceeds:

C. R. "Brothers, the Vice Chief Ranger will now explain and exemplify the new grip."

The Chief Ranger gives three raps and then continues:

C. R. "Vice Chief Ranger, what is the new grip, and how is it given and returned."

V. C. R. "The new grip is given and returned in this wise" (*explaining, and, with the aid of the Junior Conductor, exemplifying the new grip*).

The Vice Chief Ranger then exchanges the grip with the Senior Conductor, and the Chief Ranger orders:

C. R. "Conductors, please exchange the new grip with each individual member."

The Conductors proceed to exchange the grip with the members and, when through, the Chief Ranger orders:

C. R. "Brothers, exchange the new grip with each other."

The members, remaining in their places, exchange the grip with each other, and then the Chief Ranger gives one rap.

INSTALLATION OF OFFICERS.

(Only the High Chief Ranger or a duly authorized Deputy High Chief Ranger is empowered to install the officers of a subordinate Court. But the Deputy High Chief Ranger of a Court, if he be empowered to install the officers, may delegate that power to another Deputy High Chief Ranger.)

When "Installation of Officers" in the "Order of Business" is reached the Chief Ranger introduces the Installing Officer, who thereupon takes the chair and at once appoints two temporary Conductors and an Inside Sentinel to act during the installation, and bids the Conductors to collect the officers' badges and bring them to his station. He then proceeds:

I. O. "Recording Secretary, has this Court elected officers for the ensuing term in accordance with the laws, rules and regulations of the Order?"

The Recording Secretary must answer.

I. O. "Have you received notice of the High Court's approval of the bonds for the Financial Secretary-elect and the Treasurer-elect?"

The Recording Secretary must answer.

(In case it appears that there has been any irregularity in the election of any officer, or if the approval of the bond for any officer has not been received, the respective officer-elect must not be installed, but in the case of an irregularity, which can be properly righted then and there, the installation may take place.)

I. O. "Chief Ranger-elect, please announce the names of the Spiritual Director, Conductors and Sentinels."

The Chief Ranger-elect announces the names which he should previously give to the Recording Secretary for entry upon the list of officers.

(At a public installation of officers the above formality is not used, but the installing officer must assure himself before the installation that all the requirements have been complied with.)

The Installing Officer then directs:

I. O. "The officers-elect, as their names are called, will please come forward, and the Conductors will place them in position for installation."

The Installing Officer then proceeds to call the names from a list furnished by the Recording Secretary. The names must be called one by one, giving the Conductors time to place in position each officer-elect; and they must be called in the following order: * C. R., V. C. R., P. C. R., R. S., F. S., Treas., Trustees, Conductors,

* The Spiritual Director is not installed.

Sentinels, and the names should be prefixed by the respective titles. The temporary Conductors must form the officers-elect in a semi-circle, twelve to fifteen feet from the Chief Ranger's station (as in the case of candidates at an initiation), the Chief Ranger-elect being placed at the end of the semi-circle to the left of the Installing Officer. The Conductors must also remove the badges if any be worn by any of the officers-elect. When all have been properly placed the Conductors must assume positions at the ends of the semi-circle—one at each end.

All being in readiness the Installing Officer gives one rap and proceeds thus:

I. O. "Brothers, you have been chosen by your fellow-members to be the officers of the Court for the ensuing term. Your presence here for installation indicates your willingness to assume the duties of the respective offices and to accept of the confidence that has been reposed in you.

"You should carefully weigh the responsibilities which your offices impose and undertake to perform the incumbent duties with justice and impartiality. To be neglectful in this respect means an abuse of the confidence of your brother members, a sacrifice of their interests and a lowering, in their estimation, of your manly dignity. Be very careful, therefore, not to lose the favor

of the members of the Court, but foster it by always doing your duty well and faithfully.

"The success of your Court will lead to the establishment and success of others, and they in turn will operate towards the success of the entire Order. You should, therefore, perform your duties in such a manner as though the success of the whole Order depended upon your Court.

"You must not rest content with merely maintaining the Court in the condition it now is, but you must improve it in every respect—socially, financially and numerically—so that your successors and a future generation of Catholic men will find it in such an advanced state of growth and prosperity as to bear witness to your faithfulness to duty and to your devotion to its welfare. Bear in mind that he who hid his talent and added nothing to it was, when called upon to give an account of his stewardship, condemned as an unfaithful servant.

"In your intercourse with the members of the Court, and in the execution of the laws of the Order, draw largely from the great virtue of charity that flows so bountifully through the channels of the Catholic Church—that church in

whose shade we live and under whose protecting wings the Catholic Order of Foresters is established.

"Let truth, honor and courtesy flow in all your deeds. Strive to exemplify in your own lives that which you most admire in others. Conduct the business affairs of the Court in a business-like manner, and require a strict compliance with the laws of the Order and a faithful performance of duty on the part of each and every member. Then, when at the end of your term of office, you find that all your acts and all your efforts were directed towards the welfare and best interests of the Court, you will be able to surrender your badge of office with manly pride and with the consciousness of duty well done.

"Brothers, fully realizing the responsibilities that will rest upon you, are you willing to take the pledge of office?"

All must answer. The Installing Officer then gives three raps and requests:

I. O. "Please raise your right hands and repeat after me."

(At a public installation the Installing Officer should request the members of the Order to rise.)

The Installing Officer, holding his own right hand in a raised position and speaking slowly, distinctly and impressively, administers the following pledge, division by division, giving the officers-elect ample time to repeat after him.

PLEDGE.

"I solemnly promise | that I will, faithfully | and to the best of my ability, | perform the duties | incumbent upon me | as an officer | of ..... Court No. ...., | Catholic Order of Foresters; | that I will enforce, | without fear, favor or prejudice, | and execute | with justice and impartiality, | all the laws, | rules | and regulations of the Order, | as now | or as may hereafter | be in force; | that I will never commit any act | that would bring discredit | upon the Court | or upon myself | as one of its officers; | and that I will account for | and transfer to my successor | or to a duly authorized officer | all moneys and property | of the Court or of the Order | that have been placed in my possession | or under my control | during my tenure of office. | To all of which | I pledge my word of honor | as a man and a Catholic Forester."

The Installing Officer gives one rap and then proceeds to invest the officers with their badges in the following manner:

Beginning with the Sentinels he takes the respective badge or badges in his hand and addresses the officers as below.

(When the Installing Officer speaks the title or titles of the officer or officers, for instance "Sentinels," the latter step forward to a position about midway between the Installing Officer's station and the semi-circle and remain there until the conclusion of the address, when they step up to the Installing Officer who affixes the badges—to the left breast—after which they resume their positions in the semi-circle.)

I. O. "Sentinels,—the emblem on your badges —two swords—is that of a guardsman, and is intended to remind you of your duty to vigilently guard the entrance of the meeting hall during the sessions of the Court against intrusion by any one not entitled to admission."

I. O. "Conductors,—the staffs on your badges are the emblem of a leader or director, symbolizing your position in the various functions at the sessions of the Court, particularly when acting as director of the ceremonies of the Order."

I. O. "Trustees,—as your title indicates, you are the supervisors of the financial affairs of the Court, and your duty is to see to it that the funds are rightfully and lawfully used. The safe or strong-box on your badge is symbolical of the trust reposed in you."

I. O. "Treasurer,—as symbolized by the emblem on your badge—two keys—you are the custodian of the funds of the Court. Your office is one of trust and your duty is not only to care for the safety of the funds, but also to be prepared at all times to satisfy the Court that they are in a state of perfect security."

I. O. "Financial Secretary,—the emblem on your badge—a quill and a key—is that of an accountant, and is intended to remind you that it is your duty to keep the financial accounts of the Court with its members and with the several departments of the Order. Your office is also one of trust, which you must conscientiously guard and never violate."

I. O. "Recording Secretary,—the quills on your badge are the emblem of your office, the duties of which are to keep the general records of the Court. Although diverse, your duties are plainly set forth in the laws of the Order, and the success of the Court will, in a large measure, depend upon the business-like manner in which you perform each and every one of those duties."

I. O. "Past Chief Ranger,—by virtue of the position you formerly held in the Court you are an honorary as well as an active officer, and because of your experience as an executive officer you will be looked to as the guiding star of the Court, as symbolized by the emblem on your badge. You must, therefore, be ever ready to lend your valued aid and advice in all matters pertaining to the welfare and best interests of the Court."

I. O. "Vice Chief Ranger,—as indicated by your title and by the gavel on your badge—the symbol of authority—you are the assistant of the Chief Ranger. Your duty is to aid him in the conduct of the business of the Court and to assume his duties in his absence. You must, therefore, become familiar with all the affairs of the Court so as to enable you to properly discharge the duties of Chief Ranger in case of need."

I. O. "Chief Ranger,—you are the executive officer of the Court, and to you its welfare has been entrusted. To attain success you must be unflagging in your zeal and untiring in your efforts. You must become thoroughly conversant with all the laws of the Order, as well as with

the by-laws of your Court, so as to enable you to rule justly and with readiness and confidence in all matters affecting the rights and duties of the members. While your authority in the Court is supreme, yet your duty is not only to strictly enforce the laws, rules and regulations of the Order, but to be first and foremost in observing them. Your conduct in all matters must be above reproach and an example for others to imitate, as then—and then only—can you command the respect and loyalty that is indispensable to the successful government of the Court."

The Installing Officer invests the Chief Ranger with the badge and bids him to assume position at his left and then, addressing himself to the Chief Ranger, the Installing Officer continues:

I. O. "Chief Ranger, I now present you with the gavel—the symbol of your authority in the Court, and I trust that you will always wield it with due regard for the rights and privileges of the members within the laws of the Order."

The Installing Officer gives three raps, hands the gavel to the Chief Ranger and then introduces the officers thus:

I. O. "Brothers of ..... Court No. ...., it gives me much pleasure to now present to you

your officers, whom I trust you will aid and support in all their undertakings tending to the welfare and best interests of the Court."

The members applaud, after which the Chief Ranger gives one rap, bids the other officers to take their respective stations and proceeds with the "Order of Business."

At "Good of the Order" the Installing Officer must give the new password to the Chief Ranger, who then proceeds to give it to the members in the manner prescribed on page 61.

(At the institution of a Court the password is not given at this part of the ceremony, it having been given to the members at the close of the initiation ceremony.)

(The password must not be given at a public installation of officers, but at the first regular meeting of the Court thereafter.)

INSTITUTION OF A SUBORDINATE COURT.

In every case when at all possible the Organizer or the respective State or Provincial Court should send timely notice, to all subordinate Courts within reasonable distance, of the date and place a Court is to be instituted, and urgently invite the members of such Courts to attend the institution meeting. Such Courts should also be requested to bring their badges for use at such meeting.

The initiation of the charter candidates, both for regular and honorary membership, for a new Court and the preliminaries of the ceremony are identical in every respect as in the case of an initiation in an established Court.

The Organizer must assist the Financial Secretary-elect of the new Court in the collection of the prescribed fees and dues from the candidates and he must see to it that the latter sign the obligation of the Order.

Any preliminary business necessary to be transacted by the charter candidates, such as balloting on candidates that have otherwise qualified, etc., must be disposed of before the institution meeting.

The institution meeting is a special meeting of the Order called by the Organizer for the purpose of initiating the candidates, instituting the Court, and electing and installing the officers. Hence, only members who are known to be in good standing in the Order and who have the grip and the password are entitled and can be permitted to be present at such meeting.

The instituting officer, who must be either the High Chief Ranger or a Deputy High Chief Ranger, acts as Chief Ranger of the meeting, and he must arrange to

have a complement of officers for the proper performance of the initiation ceremony.

After calling the meeting to order and after the right to a seat of every one present has been determined, as at a regular Court meeting, the opening prayer must be said, and then the Installing Officer formally opens the meeting thus:

I. O. "Brothers, I declare that this meeting of the Catholic Order of Foresters is now in session for the purpose of instituting a subordinate branch to be known as ..... Court No. ...., in accordance with the laws, rules and regulations of the Order."

The regular initiation ceremony of the Order must then be proceeded with.

At the conclusion of the ceremony, and before formally introducing the new members to those present, the instituting officer must read the charter of the new Court, or, as a courtesy to the Organizer, request him to read it.

After the reading of the charter the instituting officer gives three raps and formally institutes the Court thus:

I. O. "Brothers, I now declare, in conformity with the laws of the Order and the charter just read, that ..... Court No. .... is duly and legally instituted a subordinate branch of the Catholic Order of Foresters, for the purposes set

forth in the constitution and laws of said Order, as now or as may hereafter be in force."

The instituting officer then formally introduces the members of the new Court to those present and declares a short recess.

After sufficient time has been given for introductions, congratulations, etc., the meeting is again called to order and the election of officers for the new Court is proceeded with in the regulation manner, the instituting officer, or the Organizer, or any Deputy High Chief Ranger, presiding.

At the completion of the election, the officers-elect must be installed in regular form, after which any necessary Court business, such as the fixing of the regular meetings of the Court, etc., must be disposed of and then a pre-arranged program for "Good of the Order" may be carried out.

The meeting must be closed in the regular form. (In extreme cases where it is impossible to secure a full initiating team and attendance of members of the Order, the Organizer, having been deputized for that purpose, must perform all the ceremonies alone or with such assistance as he may be able to enlist: administer the obligation; give the Vice Chief Ranger's instructions; deliver the lesson of the Order, and install the officers.)

INTERNATIONAL AND STATE OR PROVINCIAL CON= VENTION PLEDGE.

(Administered by the High Chief Ranger at the International Convention, and by the State or Provincial Chief Ranger at a State or Provincial Convention to the members of the convention before taking their seats.)

"We, | individually and collectively, | and of our own free will and accord, | do most solemnly promise | that we will respect and uphold | the constitution and laws | of the Catholic Order of Foresters, | and be loyal to and recognize | *this International Convention | as the supreme authority | of the entire Order; | that we will faithfully, | and to the best of our ability, | without fear, | favor, | or prejudice, | perform the duties | incumbent upon us | as members of this convention; | and that we will never communicate | to any person | not entitled to know the same |any of the official | or business affairs of this convention. | To all of which | we pledge our word of honor | as men and Catholic Foresters."

* (At a State or Provincial Convention the word "the" must be used.)

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